

# **Third Supplemental Report of the County Real Estate Electronic Government Advisory Committee**

The County Real Estate Electronic Government Advisory Committee (Committee) was created by House File 882, 2005 General Assembly, and directed to develop a plan to integrate the various websites housing county real estate data. The Committee filed its initial report on November 1, 2005, and its first supplemental report on February 15, 2006. Pursuant to House File 2794, 2006 General Assembly, the Committee filed its second supplemental report on November 1, 2006. The Committee met on December 19, 2006, January 11, 2007, January 19, 2007, and February 8, 2007. In accordance with HF 2794, 2006 General Assembly, the Committee herein submits its third supplemental report to the members of the General Assembly and to Governor Chet Culver.

## **Design Phase Completed**

On March 8, 2006, the Committee received a \$25,000 grant from the IOWAccess Advisory Council to fund the planning/design phase of a joint web portal. The IOWAccess revolving fund is administered through the Iowa Department of Administrative Services (DAS) and was established for the purpose of assisting in planning and executing various governmental entities' e-government initiatives.

From May 2006 through January 2007, a subcommittee composed of Committee members and county information technology professionals met with representatives of DAS-Information Technology Enterprise (ITE) to develop the functionality and design of the joint web portal. In the final months the Committee appointed an Affiliate Coordinator, David Ellis, Warren County Assessor, to liaison with DAS-ITE. The design phase of the web portal project is now complete.

## **Grant Application for Development Phase**

Although the Committee initially planned to apply to the IOWAccess Advisory Council in the first week of January 2007 for grant funding to develop the joint web portal, the application was delayed for the following reasons:

- The Committee had not yet defined an entity to manage the joint web portal.
- The Committee had not yet determined the method of funding ongoing costs.
- DAS-ITE representatives stated that some data-mapping details had not been finalized.

The grant application will be presented to the members of the IOWAccess Advisory Council at their meeting on March 7, 2007. It will be prepared by Committee members and DAS-ITE representatives, and will include a Statement of Work (SOW), designs, estimates of time and cost, and a project plan. The board of directors of the Iowa State Association of Counties (ISAC) has recently voted to cosponsor the grant application.

## **Inter-Affiliate Agreement**

At the January and February 2007 meetings, the Committee developed an agreement to be adopted by the following four affiliates: the Iowa County Recorders Association, the Iowa State County Treasurers Association, the Iowa State Association of Assessors, and the Iowa State Association of County Auditors. The purpose of the agreement is to define an entity to manage the joint web portal as well as the method of funding ongoing costs.

The system would be managed by a board of directors composed of eight members, with two members from each of the four affiliates. Membership was determined by the Committee to be limited to the above county affiliates since those offices serve as legal custodians for county real estate data. However, the agreement expressly encourages the participation and inclusion of groups and individuals that would use the web portal including but not limited to the following: the Iowa Bankers Association; the Iowa Association of Realtors; the Iowa State Bar Association; the Iowa Land Title Association; the Iowa Credit Union League; the Iowa State Association of Counties (ISAC); the Iowa Counties Information Technology affiliate of ISAC; and the Iowa State Association of County Supervisors affiliate of ISAC.

The proposed five-year agreement prescribes that each of the four affiliate members will pay \$3,000 each for the first two years of operation and one-fourth of those costs annually thereafter. The Committee expects formal action to adopt the agreement by each of the four affiliates during the month of March 2007.

## **Hosting and Maintenance**

DAS-ITE representatives have estimated annual costs for hosting and maintenance of the joint web portal between \$10,000 and \$12,000. The Committee has received proposals for web hosting and maintenance from DAS-ITE and from the Iowa State Association of Counties. However, the final decision has been left to the new entity that will be created through the inter-affiliate agreement.

## **Incremental Approach**

DAS-ITE representatives have recommended the joint web portal be developed through an incremental approach, as opposed to a finished-on-delivery approach. Reasons for using an incremental approach include:

- Some of the new technology has not been used by most affiliates.
- Existing data is disparately stored, used, and formatted.
- The affiliates will become heavily interdependent in the joint web portal.
- Each of the affiliates have had and will have significant changes (revisions to the Assessors' data plans, Treasurers move to multiple sites, the construction of an Auditors' website, and added functionality to Recorders' website).

Finally, delivering incremental functionality with predictable dates will assist in demonstrating progress and meeting expectations of legislators, the IOWAccess Advisory Council members, and Committee members.

### **Additional Advisory Member**

At its December 2006 meeting the Committee unanimously voted to include in its membership one advisory position (non-voting) for Polk County Treasurer Mary Maloney, representing the county treasurer members of Iowa Tax and Tags. From its beginning the Committee has welcomed the attendance and participation by people and organizations not prescribed in House File 882 or House File 2794. The Committee determined that institutionalization of this involvement in the form of advisory members furthered the goal of developing an integration plan and was not inconsistent with either the letter or intent of the legislation. The Committee had previously added two other advisory member positions, which were to be filled by appointments from the Iowa Counties Information Technology affiliate of ISAC.

### **Reports to Legislators**

On January 29, 2007 and January 30, 2007, Committee members and representatives from DAS-ITE met with the Iowa Senate Local Government Committee and Iowa House Local Government Committee respectively. The purposes of the meetings were to demonstrate computer screen mock-ups showing the proposed design and functionality of the joint web portal, and to report to those legislators on the progress and directions of the Committee. Similar discussions were held with individual legislators in December 2006 and January 2007.

<b>Member Name</b>	<b>Representing</b>
David Ellis	Iowa State Association of Assessors (Warren County)
LaRayne Riccadonna	Iowa State Association of Assessors (Polk County)
Sue Vande Kamp	Iowa County Recorders Association (Story County)
Joan McCalmant	Iowa County Recorders Association (Linn County)
Kim Reynolds	Iowa State County Treasurers Association (Clarke County)
Mike Grandon	Iowa State County Treasurers Association (Cerro Gordo County)
Marsha Carter	Iowa State Association of County Auditors (Shelby County)
Ken Kline	Iowa State Association of County Auditors (Cerro Gordo County)
Bob Hartwig	Iowa Bankers Association
Martin Lee	Iowa Association of Realtors
David Dettmann	Iowa State Bar Association
Tim Reilly	Iowa Land Title Association
Justin Hupfer	Iowa Credit Union League
Charles Rieken	Iowa State Association of Counties (Cass County Supervisor)
Scott Williams	Iowa Counties Information Technology (Marshall County IT Director)
Matt Boeck	Iowa Counties Information Technology (Story County GIS Coordinator)
Mary Maloney	Iowa Tax & Tags (Polk County Treasurer)